



U.S. General Services Administration

For the 3rd year, the U.S. General Services Administration, is sponsoring an art exhibition during the month of October, 2014. This program identifies, encourages and acknowledges the creative talents of federal employees in Colorado.

DETAILS OF THE "AFTER HOURS" EMPLOYEE ART EXHIBITION:

Artwork categories for the 2014 "After Hours" federal government agency show include:

PHOTOGRAPHY: traditional and digital

FINE CRAFTS: clay, fiber, metal, glass wood, etc.

FINE ARTS: acrylics, drawings, oils, prints, watercolor, etc.

SCULPTURE: 3-dimensional artwork



DIGITAL MEDIA – FILM/VIDEO/ANIMATION WILL NOT BE ACCEPTED

General Services Administration will only accept the first 100 artists submitting entry and release forms. **Entry and Release Forms and a JPEG image of your artwork are due by Monday, September 1, 2014 and should be emailed to: Kathy Peterson, GSA: Kathy.peterson@gsa.gov.** Download the entry and release forms attached. Also, please review the entry display requirements. No works will be displayed that do not meet these requirements. You will be notified if your entry is one of the 100 art works that will be displayed. If your artwork is accepted into the exhibit, it will be displayed during normal office hours in the lobby of the Cesar E Chavez Memorial Building at 1244 Speer Boulevard in downtown Denver from October 1 through 15, 2014 and a panel of art professionals will judge the work.

All selected entries must be delivered **BEFORE September 15, 2014** to:

General Services Administration
Office of the Regional Administrator
Building 41
Denver Federal Center
Denver, CO 80225

Questions: Contact Kathy Peterson, 303-236-8086 or kathy.peterson@gsa.gov



After Hours Display/Entry Requirements

1. ALL entries must be original works of art – no kits or partial kits (this includes but is not limited to: paint by numbers, commercial sewing patterns, commercial jewelry and/or craft patterns, etc.)
2. ALL entries must have been created in non-working time
3. ALL works must be ready to hang or display:
 - a. 2-dimensional works must be wired and/or have a "D" ring hardware for hanging
 - b. 2-dimensional works on paper and photography must be framed
 - c. French cleat or "saw-tooth" hanging systems WILL NOT be accepted
 - d. Hanging fiber and/or textile works MUST have a proper hanging systems (i.e. dowel system)
4. Size limitations:
 - a. 2-dimensional works shall be no smaller than 11"x14" framed with an image no smaller than 8"x10" but shall not exceed:
 - i. Height of 48"
 - ii. Width of 68"
 - iii. Depth of 2 ½"
 - iv. Weight of 50 lbs.
 - b. 3-dimensional works shall fit on a 3' wide by 3' deep pedestal and fit under a 3' tall case and shall not exceed 100 lbs.
5. Each entry MUST have an attached label on its back or underside with the following information:
 - a. Artist's Name
 - b. Agency/Department
 - c. Artwork Title
 - d. Medium
 - e. Phone Number
 - f. Email Address

6. The Agency cannot accept any type of video, film, animation or projection.
7. The Agency reserves the right to refuse to exhibit any work they deem unacceptable due to poor craftsmanship, lack of compliance with hanging guidelines or unsuitability for viewing in a public venue. The Agency will not accept for display political statements, nudity, lewd or pornographic depictions, violent or menacing images, weapons or ethnic slurs.
8. Artwork must be delivered or mailed (at the artist's expense) to:
General Services Administration, Denver Federal Center, Building 41,
Denver, CO 80225-0006, ATTN: Kathy Peterson, before September 15,
2014 between the hours of 8:00am and 5:00pm.
9. The artwork must be picked up, at the artist's expense, no later than
October 24, 2014 at General Services Administration, Denver Federal
Center, Building 41, Denver, CO 80225-0006 between 8:00am and
5:00pm.



After Hours Entry Form

Employee Information

Last Name: _____

First Name: _____

Department/Agency: _____

Email: _____

Phone #: _____

Category: Please select one

<input type="checkbox"/>	Photography (includes traditional and digital photography)
<input type="checkbox"/>	Fine Crafts (includes clay, fabric, metal, glass, wood, etc.)
<input type="checkbox"/>	Fine Arts (includes acrylics, drawings, oils, prints, watercolor, etc.)
<input type="checkbox"/>	Sculpture (3-dimensional artwork)
<input type="checkbox"/>	Digital Media (includes work created in Adobe Creative Suite or similar program – film/video will not be accepted)

Title of Artwork: _____

Medium: _____

Description of Artwork: _____

Dimensions: _____ height by _____ width by _____ depth

For Sale: ____ Yes ____ No ____ Price/Value

Please make sure to sign the attached Insurance Release and return to Kathy.peterson@gsa.gov.

Please refer to the attached [Display Requirements](#) to make sure your work adheres to the guidelines.

Deadline for entry forms is September 1, 2014

The first 100 entries will be selected and displayed in Denver, Colorado and must be received before September 15, 2014.



ARTIST RELEASE FORM
"After Hours", Colorado Federal Employees

THIS RELEASE is provided and delivered by the undersigned "Artist" with respect to any work of art submitted by Artist for display in Denver, Colorado (hereafter referred to as "Agency") from October 1, 2014 through October 15, 2014.

Please give a brief description of your entry (the "Artwork"):

In consideration of the Agency allowing the display of the above described Artwork under the conditions hereof, the undersigned Artist, on behalf of itself, does hereby release the Agency from any and all liability, claim or risk of loss or damage to the Artwork during the period of its display or while in the custody of the Agency. In particular, this release shall extend to loss, damage, theft or misplacement of the Artwork during or as a result of its inclusion in the 2014 "After Hours" Employee Art Show on Agency premises.

The Agency reserves complete discretion to exclude from display any Artwork deemed to be inappropriate or offensive.

Signed, this ____ day of _____, 2014

By Artist:

(Printed Name)

(Signature)